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26 March 1973

MEMORANDUM FOR: Deputy Director for Intelligence

SUBJECT   :   IAS Production and Publication Policy

1. In light of the guidance given on Saturday 10 March 1973 regarding report production by the Intelligence Directorate, I have surveyed our production activity. The vast bulk of our production is for analyst use and does not reach the in-boxes of policymakers. Nevertheless, the guidance is still pertinent to IAS. IAS production is designed to be timely and responsive to specific customers' needs, has minimum frills, and reaches those who have a real use for the information. This has been our objective and I think the record is good.

2. The vast majority of our products are simple typescript memoranda in answer to the expressed needs of production office analysts. These memoranda are mostly produced in-house, and graphics accompanying them are limited in both quantity and quality. Their distribution is normally limited to the requester and interested analysts in other CIA offices. Copies of these memoranda as well as our other products are also sent on a highly selective basis to other interested intelligence organizations.

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3. The published hard-cover products of IAS include Basic Imagery Interpretation Reports, Imagery Analysis Reports, Imagery Research Aids and IAS Notes. We produce basic reports on non-military industries as part of the Basic Exploitation program of COMIREX. OER is the primary consumer. We annually determine with OER which industrial studies are required to meet their research and reporting needs. These basic reports are distributed widely throughout the Intelligence Community in accordance with EXSUBCOM policies and procedures. They are used chiefly at the analytical level. We are regularly pressed by the COMIREX mechanism to convert more of our products to hard-core, higher quality basic reports. Our policy is to do this only when such a study significantly changes or adds substantially to information already in the Basic Program. We do not intend to produce basic reports simply to widen our distribution or to add to the tally of reports issued under the Basic Program.

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4. We publish as Imagery Analysis Reports a select number of studies which we and our requesters consider to be of sufficient value or interest to warrant wider distribution to the Intelligence Community. We produce only a limited number of these (six in 1972), and we intend to continue being selective in choosing reports to be published in this form.

5. An Imagery Research Aid is a reference work for use by imagery analysts in recognizing and identifying certain objects or installations from photography. It is usually compiled for day-to-day use by IAS analysts, but when judged to be of sufficiently general interest to imagery analysts in other components, it is printed and distributed more widely. These have proven quite useful, but are published only infrequently.

6. IAS Notes are published periodically (every 2-3 weeks) as a "CIA Internal Use Only" document. They include individual items of significance or timeliness derived from imagery in the course of our direct support exploitation activities. Items may result from new discoveries or newly reached anaytical conclusions. The Notes are a useful vehicle for highlighting such information to our CIA customers. The publication also provides a useful outlet for expression of analysts' views in a form not otherwise available.

7. It has been IAS's practice to review with our consumers their immediate and long term needs so we can tailor our production program accordingly. We plan to emphasize this review process in the months immediately ahead.

8. I will monitor our continuing production activity to ensure adherence to the principles outlined in the guidelines.

GEORGE W. ALLEN
Director
Imagery Analysis Service

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